



DIVERSITY INCLUSION

Inclusion Agent Application

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Inclusion Agent Information

A team of Inclusion Agents will create and implement the NASA HQ Diversity and Inclusion Strategic Implementation Plan for FY 2017-2020.

As an Inclusion Agent, you commit to being a key stakeholder in the development of the Diversity and Inclusion Strategic Implementation Plan and acting as a change agent at NASA HQ. Inclusion Agents are energetic and excited, committed to creating a more engaging and community-focused environment, led by and for employees, to serve NASA's mission to drive advancements in science, technology, aeronautics and space exploration.

The time commitment for Inclusion Agents will range from 1-3 hours each week to 3-4 hours each month, depending on the stage of the initiative. This time commitment is above regular duties at NASA HQ.

INSTRUCTIONS:

- Complete the following pages by clicking on "*Enter Here*" and filling in the appropriate information. You can also add text by clicking the *Fill & Sign* tab in the upper right corner of the Adobe Reader and clicking *Add Text*. Please feel free to enter overflow text in a Word document if you require more space.
- Save your file as "FirstName_LastName IA Application 2016" as a PDF or Word doc as needed.
- Send your completed application by email to **HQ-EODM@mail.nasa.gov** or print and deliver to **Felicia Toney in the Equal Opportunity & Diversity Management (EODM) Division in Room 7U78**.

If you have any questions, please contact Felicia Toney in Room 7U78 or email HQ-EODM@mail.nasa.gov.

Applications must be submitted no later than Friday, September 30, 2016.



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Inclusion Agent Application

Full Name (First, Middle Initial, Last)	Enter Here			
Program Name	NASA HQ D&I Inclusion Agent			
Organization Name	Enter Here			
Email Address	Enter Here			
Office Phone	Enter Here			
Current Position Title	Enter Here			
Pay Level	Enter Here			
Length of Federal Service (Years)	NASA:	Enter Here	FEDERAL GOV'T:	Enter Here
Supervisor Name	Enter Here			
Supervisor's Position Title:	Enter Here			
Supervisor Phone Number	Enter Here			
Supervisor Email	Enter Here			



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Inclusion Agent Resume Template

Enter Here: FirstName_MI_LastName

Program Applied For: Inclusion Agent, NASA HQ D&I

Professional Summary

Enter Here

Prior Diversity and Inclusion Involvement (events, trainings, etc.)

Enter Here

What contribution would you make to this effort?

Enter Here

Describe how being a part of this initiative will benefit you.

Enter Here

What should Diversity and Inclusion at NASA HQ look like?

Enter Here

ENGAGEMENT + COMMUNICATION